MUHAMMAD SAAD BIN EJAZ

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Cellular: +92-335-8065298
E-Mail: Mister.Magician@Hotmail.com
Date of Birth: April 04, 1992
Matrimonial Status: Single
Nationality: Pakistani
NIC No: 37405-5153065-7

OBJECTIVE

I am inclined to have career in a dynamic and growing organization that offer challenge both for professional and personal development. Dynamic individual with strong interpersonal and communication skills and ability to work collaboratively in a team oriented environment.

PROFICIENCY PROFILE

- Goal oriented with focus on deliverables.
- High ethical standards and values.
- Cooperative and effective interpersonal skills.
- Strong analytical, influencing and leadership qualities.
- Self going and independent person with initiative, energy and flexibility.
- Extrovert, excellent team player, extremely confident at all levels of communication.
- Dynamic, versatile personality having human resource management, marketing and teaching experience.
- All round computing skills (Software + Hardware).

EDUCATION

- **F.T.J**
  Islamabad Tibbia College
- **M.A (Philosophy)**
  Punjab University
- **M.L.I.S**
  A.I.O.U
- **B.L.I.S**
- A.I.O.U
- **B.COM**
  Harvard College of Commerce

- **B.A**
  Punjab University
- **A.C.C.A**
  Inter Level
  UCAT Rawalpindi
- **I.C.S**
  F.G. Liaquat Ali degree college Peshawar road Rawalpindi
- **MATRIC**
  (Science)
  The Grammar Foundation School Rawalpindi

COMPUTING SKILLS

- Quick Books
- Sage Line 50
- IT Advance
- MS Office – Word, Power Point, Outlook Express, Excel
- Urdu Inpage
- Adobe Photoshop
- Corel Draw
- Flash

REFRENCE

- References will be furnished on request.